

YAMPA VALLEY HOUSING AUTHORITY BOARD MEETING

June 11, 2020

Cole Hewitt, Yampa Valley Housing Authority Board President, called the virtual meeting of the Yampa Valley Housing Authority to order at 12:00 p.m.

Board members participating included: Catherine Carson, Cole Hewitt, Mike Beyer, Kathi Meyer, Michael Ann Marchand, Emily Katzman, Luke Carrier, Alison Brodie, Roger Ashton. Chris Slota, Rachel Van Eck, Roddy Beall and Tim Corrigan were absent.

Others participating included: Jason Peasley, YVHA Executive Director; Alyssa Cartmill, YVHA Regional Property Manager and Kevin Delehanty, YVHA Executive Assistant. Sarah Katherman prepared the minutes.

EN RE: PUBLIC COMMENT

There was no public comment.

EN RE: BOARD MEMBER COMMENT

The Board welcomed Kevin to the organization and congratulated Alyssa on her promotion.

Mike noted that the Google doc containing the list of Board members is out of date. Catherine provided an update on the primary ballots (now in the mail) and on upcoming candidate forums. Michael Ann reported that she had heard back from Lisa Schlichtman at the *Pilot & Today*. The first of the quarterly YVHA articles will be published next week.

Mike added that YVEA had released \$50,000 to help people in need pay their electric bills

EN RE: CONSENT AGENDA

The following items were presented on the consent agenda:

- a. Review and approval of the May 2020 minutes
- b. Review and approval of balance write-offs for April 2020
- c. Review and approval of the check register for April 2020
- d. Review and approval of the leave report for April 2020
- e. Review and approval of pre-audit financial statements for April 2020

Mike asked to pull the minutes from the Consent Agenda.

MOTION

Catherine moved to approve items b – e of the consent agenda, as presented. Mike seconded. **The motion carried unanimously.**

Mike noted that his name had been omitted from the participants in the executive session. Emily said that she had made the correction to the prior minutes, not Alison. She also corrected a typo.

MOTION

Mike moved to approve the minutes of the May 2020 Board of Directors meeting, with the above stated amendments. Kathi seconded the motion. **The motion carried unanimously.**

EN RE: STAFF REPORTS

Jason said that the YVHA office remains closed to the public, but that work at the office has resumed.

Jason reported that work is moving forward on the sidewalk and laundry room projects at Hillside, as well as on the landscaping, fencing and cluster box projects at Fish Creek Mobile Home Park. The Reserves is running smoothly.

Jason said that it is anticipated that Building B at Alpenglow will receive a temporary C.O. by the end of the month, with tenants moving in at the beginning of July. The last elements of the project to be completed will be Building C, the clubhouse and the landscaping. Jason reported that 390 households had submitted applications.

Alyssa reported that there are only a few tenants in delinquency, and no one is very far behind.

Jason said that he continues to work with Kimball at Gorman on the Sunlight Crossings project. He said that the terms of the deal are still in flux. He said that the pro-forma for the 400 Anglers project is being tweaked in an effort to close the funding gap. He said that it may have to be a somewhat smaller project than anticipated. He noted that the City and County had contributed \$500,000 from the Community Housing Fund toward the project. Jason reviewed some of the obstacles in the way of the deal, including lower tax credit pricing (\$0.92/\$1) and that the 4% tax credit does not cover a full 4% of the cost. He said the CHFA application will be submitted in August. He added that a required public hearing for the 400 Anglers project would be scheduled for July via Zoom.

Jason said that they continue to look at a potential for-sale housing opportunity, but that after 400 Anglers, there are no solid projects in the pipeline.

Jason said that the suspension of late fees and evictions at YVHA properties is set to expire at the end of the month. He said that he would discuss whether to extend the covid-19 relief with the Property Management Team. He added that there have been a few new DPA loans. In response to a question from Kathi, Alyssa said that one home is in Fairview, one is at Mountainside and the other is in Oak Creek.

Jason reported that Ward is working toward retirement, and YVHA will need to put out an RFP out for new legal counsel. Due to the large scope of work, multiple attorneys/firms may be needed to cover all aspects of YVHA business. Jason added that the new representation would likely be much more expensive. In response to a question from Roger, Jason said he would consult with Mark Freirich regarding continuing to work with YVHA on landlord/tenant issues.

Kathi suggested that YVHA may be eligible for grant funding to cover covid-19 related expenses. These might include waived late fees, or rent write-offs if Lift-Up runs out of money. Jason said he is not keeping an account of such expenses, but said they were not significant thus far.

Catherine commended Kate for her persistence regarding the cluster boxes at Fish Creek. She reported that she has not been able to connect with Trish over the most recent draft of the personnel policies, and would like to table the consideration of the policies until July. She asked about #29 at Fish Creek and about the application mix at Alpenglow. Alyssa said that #29 was a simple transfer. Regarding Alpenglow, she said she does not have that data. Emily asked what accountability was in place to ensure that Ross follows the YVHA guidelines. Alyssa said that the guidelines only apply to the 24 market rate units, but acknowledged that the lease up process had been difficult. Jason said that Ross' accountability is through their contract with OPG, and that YVHA is sort of in the middle as the asset manager. It would be up to OPG to address any lack of compliance with the guidelines. Mike stated that he understands the need to tread carefully at this point, but added that the public perception is that it is a YVHA project and any problems that arise will be attributed to YVHA.

Jason presented the proposed amendments to the YVHA Financial Policies. He explained that the RPM will need to have the authority to sign off on larger invoices related to the properties, as well as capital improvement project bids.

MOTION

Mike moved to approve the changes to the YVHA Financial Policies, as presented. Roger seconded the motion. **The motion carried unanimously.**

EN RE: EXECUTIVE SESSION

MOTION

Cole moved to enter into executive session in compliance with C.R.S. 24-6-402 (4) (a) (regarding the purchase, acquisition, lease, transfer, or sale of any real, personal, or other property interest; except that no executive session shall be held for the purpose of concealing the fact that a member of the local public body has a personal interest in such purchase, acquisition, lease, transfer, or sale) and C.R.S. 24-6-402 (4) (e) (determining positions relative to matters that may be subject to negotiations; developing strategy for negotiations; and instructing negotiators) specific to an update on development negotiations.

Emily seconded the motion. **The motion carried unanimously.**

Those participating in the executive session included: Cole Hewitt, Catherine Carson, Roger Ashton, Luke Carrier, Kathi Meyer, Mike Beyer, Alison Brodie, Emily Katzman, Michael Ann Marchand, Jason Peasley, Alyssa Cartmill and Kevin Delehanty. No minutes were taken.

The YVHA Board exited executive session at 1:20 p.m. No decisions were made.

EN RE: ADJOURNMENT

The regular meeting of the Housing Authority was adjourned at 1:20 p.m.

No further business coming before the Board, same adjourned sine die.

Sarah Katherman, Minute Taker

Cole Hewitt, President